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21 April 1953

MEMORANDUM FOR: OTR Staff and Division Chiefs

SUBJECT: Training Evaluation Form and Manual

1. The attached Training Evaluation Form and Manual of Instructions, prepared by the Assessment and Evaluation Staff, has been approved for use on a trial basis in the current Basic Intelligence Course. For statements of the purposes of the evaluation procedure and the principles underlying its development, your attention is directed to Part I of the Instructions.

2. Your suggestions or questions are requested and should be directed to [REDACTED], Extension 2230. Particularly desired are comments concerning the applicability of the form to evaluations in advanced and specialized training courses.

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[REDACTED]
MATTHEW BAIRD
Director of Training

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